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LANSING

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DATE: April 21, 2003

TO: Equalization Directors
MAED
MAA

FROM: Dennis Platte, Administrator
Property Tax Division

SUBJECT: Class on "Headlee" Additions and Losses and Equalization New and Loss and Capped Value Additions and Losses.

The Property Tax Division is in the process of developing a 6-hour class addressing the following topics:

- 1) "Headlee" Additions and Losses, Non-Headlee Increases and Non-Headlee Reductions, especially for the Personal Property Classification as discussed in STC Bulletin 19 of 2002.
- 2) Equalization New and Loss and Equalization Plus and Minus Adjustments.
- 3) Capped Value Additions and Losses

In order to make this class as meaningful as possible, I am asking that you consider the topics and questions that you would like to see addressed by this class and e-mail your ideas to Harold Anderson at andersonh1@michigan.gov.

Rather than attempting to supply a totally comprehensive list, please send the ideas that come to mind immediately and supplement it later if you come up with more ideas. We are hoping to get your input by April 30, 2003 but you can also send more ideas later on.

Since we will not be able to cover everything in a 6-hour class, we will also consider the possibility of developing a Question and Answer document for these topics.

Thank you for your help with this project. It is greatly appreciated.